Annual Report - 1990

Alberta

Legislative Assembly Office

LEGISLATIVE ASSEMBLY
ALBERTA

OFFICE OF THE CLERK

March 14, 1991

To The Honourable The Speaker of the
Legislative Assembly of Alberta

I have the honour to submit the fourth annual report of the Legislative Assembly Office for the calendar year ended December 31, 1990.

This report includes the annual report of *Alberta Hansard* as required by Standing Order 110.

Respectfully submitted,

W.J. David McNeil
Clerk of the Legislative Assembly

Legislative Assembly Office

Annual Report

1990

Alberta

Prepared for The Honourable David J. Carter
Speaker of the Legislative Assembly
Legislative Assembly of Alberta

91-03327/

Introduction

The Legislative Assembly Office: In Service to Alberta's Parliament

The historical origins of the Legislative Assembly Office of Alberta can be traced back to the 14th century in England when the first Speaker was elected by Parliament and the first Clerk appointed. In recent years the Office has sometimes informally been referred to as the Speaker's department. The current title was made official by the passage of the Legislative Assembly Act in 1983.

The most common misconception about the Legislative Assembly Office is that it is a branch of the government and that its staff are government employees. The government is the executive branch of the parliamentary system and is responsible for applying and enforcing laws; the Legislative Assembly is the legislative branch and is responsible for establishing those laws. The Legislative Assembly Office provides various types of support to the entire Assembly and to the MLAs of opposition and government parties alike.

The Speaker of the Legislative Assembly, who has administrative authority and responsibility similar to those of the ministers of various government departments, does not belong to the cabinet, cannot be asked questions during Oral Question Period in the Assembly, and cannot participate in the Assembly's debates. The Clerk is the Speaker's chief administrative deputy and has authority and responsibility similar to those of a deputy minister of a government department.

The Speaker's responsibility is twofold. In the Assembly the Speaker maintains order and ensures that business is conducted in accordance with the Standing Orders of the Assembly. Administratively, the Speaker is responsible for maintaining the Assembly's records and for providing a variety of services, including financial administration, purchasing, personnel administration, office automation assistance, and the library. This duality of Assembly and administrative services is a unique characteristic of the Office, is evident throughout the Office, and results in the duties, work hours, and physical location of many staff being significantly different during sessions of the Assembly from what they are otherwise.

A further aspect of the unique nature of the Legislative Assembly Office is its direct relationship to a committee of the Assembly, the Special Standing Committee on Members' Services, of which the Speaker is traditionally appointed chairman. The committee approves the annual estimates of expenditure for the Office and has authority to modify with respect to the Office statutory provisions governing financial and personnel administration. The Members' Services Committee also has the responsibility to regulate constituency office support and members' indemnities, allowances, benefits, and group insurance plans, all of which are administered by the Office.

As well, each party grouping, or caucus, of elected members constitutes a branch of the Legislative Assembly Office. Although technically the administration of each caucus office is under the authority of the Speaker, for obvious reasons these branches operate with considerable autonomy. Caucus branches, of which there are now three, are therefore not part of this report, which includes only branches of the Office under the full control of the Speaker of the Assembly. However, since the caucuses receive financial, administrative, and personnel services, as well as other support from other branches of the Office, reference is made to these services in the reports of other branches. In addition, the consolidated budget estimates of the Office, which are at the end of this report, include the estimates for the caucus branches.

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Overview

Clerk
W.J. David McNeil

The 1990 calendar year saw the longest legislative session in Alberta history and a corresponding increase in demand for many services that the Legislative Assembly Office provides to members and their staff. As well, major initiatives in environmental protection, office automation, and public education were undertaken.

The Second Session of the 22nd Legislature opened March 8 and recessed for the summer on July 5, a total of 75 sitting days. Sittings recommenced November 26 and concluded December 14, an additional 15 sitting days. The total of 90 sitting days and 45 evening sittings was a record for the Legislative Assembly.

As a result of the long session, the workload of staff supporting Assembly operations was significantly greater than in the previous year. The number of private members' public Bills drafted and introduced was up 43 percent, and the quantity of notices of other private members' business reviewed by Table officers increased by 142 percent.

Committee activity also increased substantially in 1990. Standing committee meeting numbers were virtually constant, but the Select Special Committee on Electoral Boundaries held 51 public hearings or meetings. The net effect was a 24 percent increase in committee meetings over the already high 1989 levels. The Electoral Boundaries Committee presented its final report on November 26, officially concluding its work.

Consistent with the Assembly's commitment to environmental responsibility, the Legislative Assembly Office implemented a number of initiatives during the year. In the fall a number of Bills were printed on acid-free recycled paper, and printing contracts for the Order Paper, Votes and Proceedings, and *Hansard* were established requiring them to be printed on acid-free recycled paper in 1991. Recycled paper is now used throughout the Assembly, wastepaper is recycled, and laser printer cartridges are refilled instead of being discarded. In addition, the Director of Administration was appointed environmental coordinator for the Office to assist in promoting environmental awareness.

During the past year the Office continued efforts to improve its efficiency and effectiveness through the use of electronic data processing (EDP) technology. Within parameters established by the Assembly's EDP strategic plan and under the broad direction of the EDP management committee, significant progress was achieved in a number of areas. The computerization of the constituency offices was completed, a program of replacing obsolete word-processing equipment resulted in notable growth of the Assembly's microcomputer network, and new electronic mail software enabled local and remote users, including constituency offices, to exchange messages and documents.

Microcomputers were used to produce *Hansard* for the first time, on-line *Hansard* was enhanced and made accessible to more users, and the new technology made processing committee allowances for members more efficient. Attention has recently focused on applying EDP technology to Legislature Library operations. It is noteworthy that the Information Systems Services branch was formed and has functioned using funds previously allocated to other areas, with no increase in the overall Legislative Assembly budget.

A major priority of the Office in 1990 was to develop materials to assist in educating the public about the Assembly. A series of 15 fact sheets, a new seating plan, and two new videos were completed during the year. Fact sheets were distributed through members and through the Visitor Services branch of the Public Affairs Bureau. Visitor Services also incorporated the two videos into its regular program for visitors to the Legislature Building and to the McDougall Centre in Calgary.

All in all, 1990 was a year of significant accomplishments for the Legislative Assembly Office.

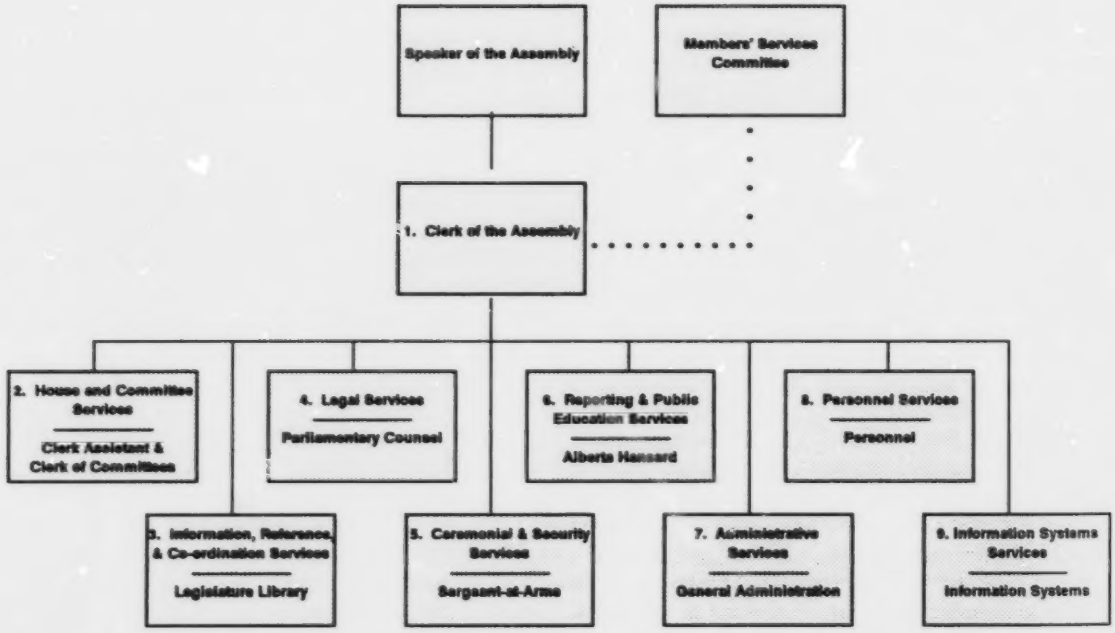
Legislative Assembly Office

Purpose Statement

Within the traditions of parliamentary democracy as constitutionally established in Alberta:

1. To assist the Assembly in protecting its institutions and privileges.
2. To provide assistance and support to the Speaker of the Legislative Assembly in carrying out the duties of office.
3. To provide assistance and support to members in carrying out their role as elected representatives of the people of Alberta.
4. To record the proceedings and maintain the records of the Legislative Assembly.
5. To provide public information and educational services on behalf of the Assembly.

Functional Organization Chart



Functional Statements

1. **Clerk of the Legislative Assembly**

- Provides advice and support to the Speaker and members on procedural and administrative matters.
- Manages the Legislative Assembly Office.
- Acts as Secretary, Alberta branch, of the Commonwealth Parliamentary Association.

2. **House and Committee Services**
Clerk Assistant and Clerk of Committees

- Provides procedural advice to the Speaker and members of the Assembly.
- Manages support services to legislative committees.
- Maintains House records and manages Legislative Assembly Office records.
- Manages production of House documents.

3. **Information, Reference, and Co-ordination Services**
Legislature Library

- Provides information and reference services to the Legislative Assembly.
- Co-ordinates a number of co-operative programs among Alberta government libraries.

4. **Legal Services**
Parliamentary Counsel

- Provides legal services to the Speaker, members of the Assembly, and staff of the Legislative Assembly Office.
- Drafts Assembly documents, including private members' Bills and motions.
- Provides legal services to the Chief Electoral Officer.
- Manages the legislative intern program.

5. **Ceremonial and Security Services**
Sergeant-at-Arms

- Provides security services to the Legislative Assembly.
- Provides page and messenger services to the Assembly during its sittings.

6. **Reporting and Public Education Services**
Alberta Hansard

- Produces the official report of what is said during meetings of the Legislative Assembly and its committees.
- Co-ordinates orientation and public education services for the Legislative Assembly.

7. **Administrative Services**
General Administration

- Provides financial and administrative support to the Legislative Assembly.

8. **Personnel Services**
Personnel

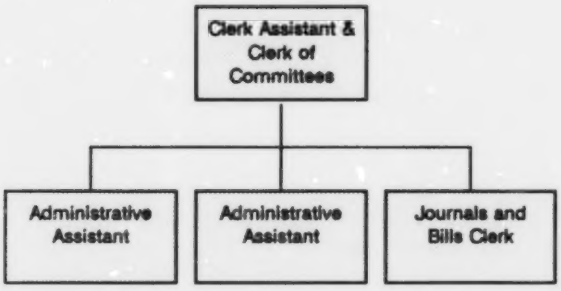
- Provides human resource management services to the Legislative Assembly.

9. **Information Systems Services**
Information Systems

- Provides electronic data processing and office automation services to the Legislative Assembly.

House and Committee Services

Clerk Assistant and Clerk of Committees
Karen South



During 1990 the Assembly and its committees placed a much heavier demand for services on the branch than in 1989. The Assembly sat for nearly twice as many days as in the previous year, the number of notices of private members' business increased dramatically, a special committee was active, and the various standing committees continued to meet as well.

For the Second Session of the 22nd Legislature, Table officers reviewed 404 notices of private members' business, excluding Bills, compared to 167 notices submitted during the First Session in 1989. Statistics on pages 4 and 5 of this report indicate increased activity levels in a number of other categories as well.

Votes and Proceedings and the Order Paper were reformatted with the assistance of *Alberta Hansard* and Information Systems staff. These documents are now produced on the Assembly's microcomputer network, resulting in significant time reductions in the preparation of camera-ready copy.

The newly created position of *Journals* and Bills Clerk was filled at the beginning of the year, thereby providing additional support to the Clerk Assistant and Parliamentary Counsel in preparing Votes and Proceedings, the Order Paper, *Journals*, and Bills.

As part of the Office-wide policy of environmental responsibility, a decision was made to print Votes and Proceedings and the Order Paper on recycled paper in 1991, and a printing contract was awarded specifying recycled paper for those documents. The branch is also participating in other initiatives to reduce and recycle waste.

The branch experienced a significant increase in committee activity in 1990. Standing committees met 66 times, five prior to the prorogation of the First Session on March 7 and 61 times during the Second Session. Active standing committees in 1990 included Alberta Heritage Savings Trust Fund Act (30 meetings), Legislative Offices (6), Members' Services (10), Private Bills (8), and Public Accounts (12).

The Select Special Committee on Electoral Boundaries continued its consideration of the matters the Assembly referred to it on August 15, 1989. This committee traveled to 30 locations throughout Alberta and held 39 public hearings, 26 of which took place in 1990. It also met 25 times. The committee presented an interim report to the Assembly on March 21, and the Assembly concurred in the report's recommendations on July 4. The final report was presented to the Assembly on November 26, officially concluding the committee's work. As a result of its recommendations, Bill 57, Electoral Boundaries Commission Act, was introduced and passed during the fall sittings.

As well, two projects were undertaken to complement existing committee records. First, the Members' Services Committee's Administrative Assistant prepared a comprehensive index of all matters considered by that committee since its inception in 1979. Second, the branch compiled various data relevant to all Legislature committees created since Alberta's First Legislature convened in 1906. These data include membership lists, a record of all matters referred to committees, the text of committee reports or sessional paper references, report dates, and where applicable the dates of any

debates in the Assembly relating to committee activities.

During the year branch staff attended several annual professional seminars or conferences related to their responsibilities. These included the professional development seminar of the Association of Clerks-at-the-Table in Canada, the annual meeting of the Canadian Council of Public Accounts Committees, and the Comprehensive Auditing Foundation conference.

In fulfilling its responsibility for records management for the Assembly and the Office, the branch transferred sessional records from the 20th Legislature, 1982 to 1986, to the Provincial Archives for permanent retention. In addition, administrative records produced by other branches within the organization were reviewed for retention or destruction.

Comparative Statistics, 22nd Legislature

Oral Question Period						
	Second Session (1990)			First Session (1989)		
Caucus	Questions	Suppl.	Time (Min.)	Questions	Suppl.	Time (Min.)
New Democrat						
Spring	409	555	1,725	240	480	988
Fall	87	115	375	—	—	—
Total	496	670	2,100	240	480	988
Liberal						
Spring	247	319	1,028	160	318	637
Fall	46	61	173	—	—	—
Total	293	380	1,201	160	318	637
Progressive Conservative						
Spring	210	207	686	141	255	532
Fall	44	43	136	—	—	—
Total	254	250	822	141	255	532
Totals						
Spring	866	1,081	3,439	541	1,053	2,157
Fall	177	219	684	—	—	—
Grand Total	1,043	1,300	4,123	541	1,053	2,157

Comparative Statistics, 22nd Legislature (continued)

	Second Session (1990)	First Session (1989)
Sitting Days		
Spring	75	48
Fall	15	0
Evening Sittings		
Spring	36	26
Fall	9	0
Government Bills		
Introduced	57	26
Received Royal Assent	56	25
Private Bills		
Introduced	11	13
Received Royal Assent	7	9
Private Members' Public Bills		
Introduced	80	56
Received Royal Assent	0	1
Government Motions		
Debated	21	17
Agreed to	19	15
Private Members' Motions		
Debated	20	11
Agreed to	2	2
Withdrawn	8	0
Written Questions		
Considered	130	34
Accepted	67	19
Not accepted	56	14
Withdrawn	1	1
Motions for Returns		
Considered	171	58
Agreed to	23	22
Defeated	114	32
Withdrawn	1	4
Committee of Supply (days)		
Main estimates	25	25
Heritage Savings Trust Fund	5	3
Capital Fund	2	2
Tablings and Filings		
Tablings required by statute	168	136
Voluntary tablings	90	32
Filings	119	58
Petitions (excluding private Bills)		
Presented	27	8
Read and received	7	6

Information, Reference, and Co-ordination Services

Legislature Library

Assistant Deputy Minister/
Legislature Librarian
D. Blake McDougall

During 1990 demand for services from the Legislature Library increased from 1989 levels, with the Information and Reference Services section setting new records for the fifth consecutive year. The Co-operative Government Library Services section continued to foster cost savings through co-operation among provincial government libraries, microfilming of Alberta weekly newspapers continued, and a proposal for additional storage space was approved. In addition, a number of special events took place in the library, planning began for a computerized cataloguing system, and staff assisted with several interbranch projects. The Assistant Deputy Minister/Legislature Librarian continued to assist with financial administration and electronic data processing policy in 1990, and work on biographies of Premiers and Lieutenant Governors of the Northwest Territories and Alberta neared completion.

The library's Information and Reference Services section, located in the Legislature Building, continued to provide services at record levels. The 24 percent increase in extended information and reference service over 1989 levels is particularly impressive.

Microfilming Alberta weekly newspapers is a long-term project which began in 1977. In 1990 the Legislature Library and the Glenbow archives collaborated to complete a major project: microfilming the *Innisfail Province* for 1907 to 1990. At the end of 1990 the Legislature Library and Glenbow archives were preparing to microfilm all archival files of Claresholm weekly newspapers, another major project. As well, the Legislature Library updated its microfilm file of the *Fairview Post* and independently microfilmed the following Alberta weekly newspapers: *Alix Free Press*, *Beaverlodge Advertiser*, *Edmonton La Survivance*, *High Level Echo*, and *Trochu Tribune*.

The object of the microfilm project is to preserve the record contained in the deteriorating originals and to make this material available to Albertans on a wider basis. These microfilm copies can be borrowed through interlibrary loan and used at any library in the province that has microfilm reading equipment. A need for additional storage space for the library's extensive collection of books, government publications, and periodicals was identified in 1989. Consequently, a request for 1,000 additional square feet of space in the Government Centre area of Edmonton was filed with Alberta Public Works, Supply and Services in 1990. This space, which will be shared with Alberta government libraries in order to ensure maximum utilization, is slated to become available in July 1991.

When appropriate, the Legislature Library makes its facilities at the Legislature Building available for state receptions, media interviews of Alberta legislators, and special presentations. In March the library was used for a reception following the opening of the Second Session of the 22nd Legislature, and in June it was the site of one of the receptions held in Edmonton during the visit of Their Excellencies the Governor General of Canada and Mrs. Ramon J. Hnatyshyn. As well, several media interviews were conducted in the library. On December 10, 1990, the Alberta Association for Adult Literacy co-ordinated the presentation of a large volume of literacy learners' creative efforts to the Legislature Library to commemorate the conclusion of International Literacy Year. Hon. John A. Gogo, Minister of Advanced Education, and Hon. Ken Kowalski, Minister of Public Works, Supply and Services, participated in this event.

The deteriorating physical condition of the main library facility at the Legislature Building continued to be a concern. During 1990 some restoration work was done on the cork floor, while installing new window blinds and painting are planned for 1991.

As in the past, the library's Co-operative Government Library Services section, which is located in the Legislature Annex, provided

technical advice to department officials regarding the development of special library operations. In addition to responding to many routine requests for assistance, staff undertook more extensive work for the departments of Career Development and Employment and Technology, Research and Telecommunications. The section also maintained the Alberta Government Libraries Union Catalogue, Union List of Serials in Alberta Government Libraries, Alberta Government Libraries' interlibrary loan service, *Directory of Alberta Government Libraries*, and the *Alberta Government Libraries Newsletter*. All of these ongoing programs foster resource sharing among provincial government libraries, thereby enabling the Alberta government to realize significant savings in operating costs.

In addition to these services, on behalf of Alberta government libraries the section co-ordinated the preparation of submissions to the University of Alberta President's Advisory Committee on Campus Reviews regarding the university's computing and library services. The object of these studies is program improvement. Co-operative Government Library Services also assisted the Information and Reference Services section in acquiring French-language government publications from Quebec and helped other branches of the Legislative Assembly Office prepare the Canadian citizenship lists during the early part of 1990.

In March 1990 the library undertook a major new initiative by organizing a Legislature Library electronic data processing committee to plan for the eventual adoption of an on-line integrated library system. This type of system is superior to the library's existing batch-type systems in that it would provide one central access point to the library's indexes in place of the present three. As well, library users could search the library's indexes and order files from remote locations using the Legislative Assembly's new electronic communications network. The current plan is to develop a related proposal to present to the Members' Services Committee by late 1991 or early 1992. If that proposal is approved, the implementation phase of the project would take approximately two years.

In addition to carrying out his responsibilities as Alberta's parliamentary librarian, the Assistant Deputy Minister assisted the Legislative Assembly Office with financial and electronic data processing matters. He served as chairman of the Legislative Assembly's constituency office computerization committee until June when that committee was consolidated into the Legislative Assembly EDP management committee, on which he has been serving as vice-chairman. He also assisted in preparing the Assembly's 1991-92 estimates and in problem-solving regarding the administration of Assembly funds.

In 1989 Speaker David J. Carter directed the Assistant Deputy Minister/Legislature Librarian to compile a series of publications regarding Alberta's political leaders. The first of these, *Lieutenant-Governors of the Northwest Territories and Alberta, 1876-1991*, is slated for printing during the early months of 1991. The research for the second, *Premiers of the Northwest Territories and Alberta 1897-1991*, was nearing completion at the end of 1990, and the current plan is to print it sometime in 1991 as well.

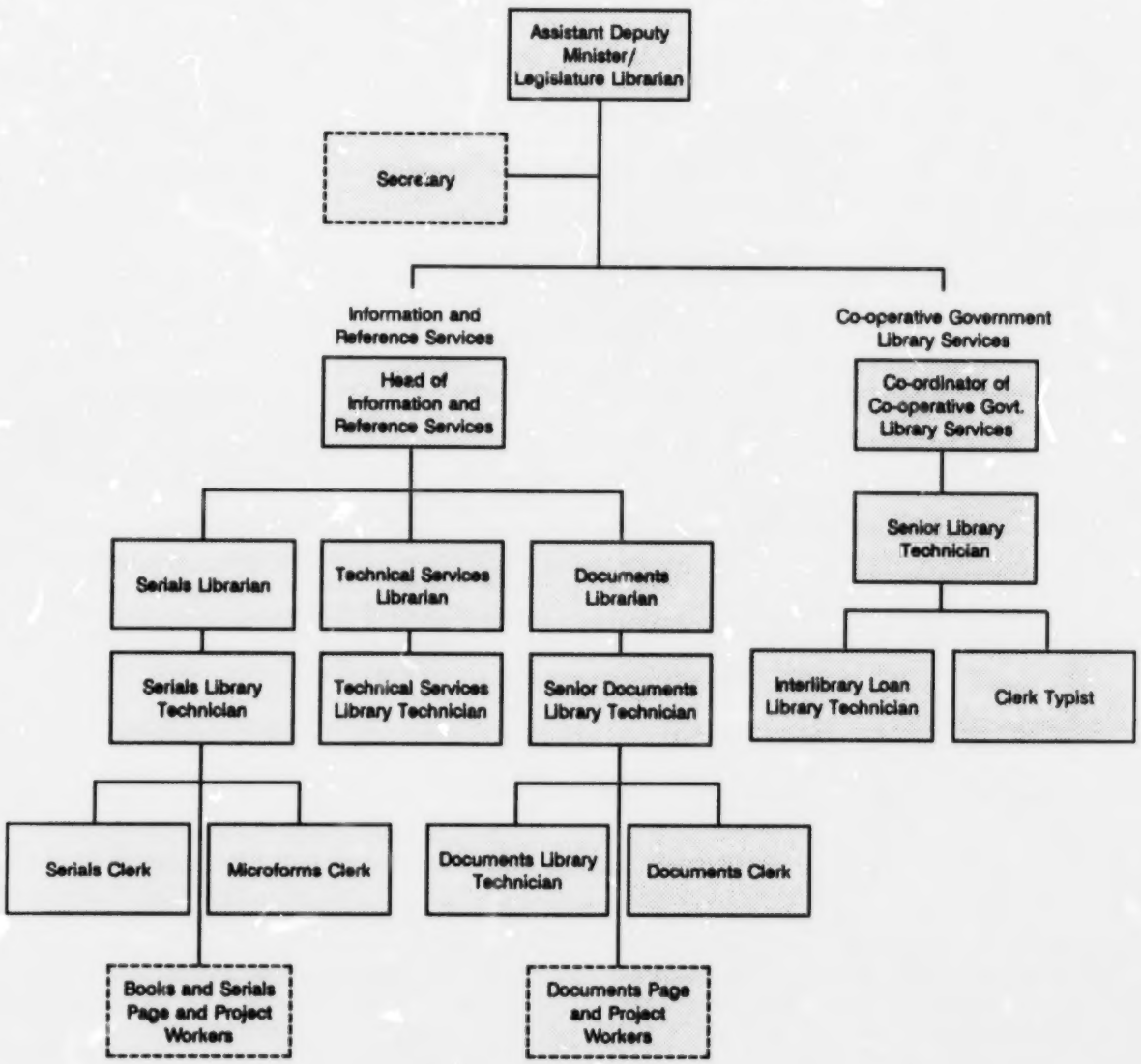
The Legislature Library was represented at the annual conference of the Library Association of Alberta and the biennial conference of the Association of Parliamentary Librarians in Canada. These conferences provided the staff attending them with opportunities to keep abreast of current developments in the field.

Finally, the Legislature Library continued to provide orientation and training for new users, especially new users from Assembly caucuses, and to students of various related educational institutions. As well, survey data regarding the library was provided to a wide variety of organizations.

Comparative Statistics

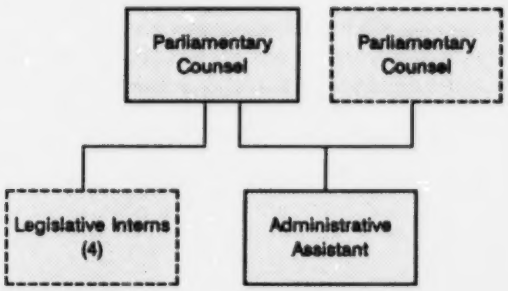
	1990	1989
Information and Reference Services		
Total number of volumes (by conventional count)	203,538	197,841
Circulation (items borrowed for use outside library)	8,231	8,003
Number of requests for quick information service (less than 15 minutes)	10,879	10,151
Number of requests for extended reference service	1,072	865
Co-operative Government Library Services		
Titles in Alberta Government Libraries Union Catalogue	182,643	179,825
Titles in Union List of Serials in Alberta Government Libraries	10,758	10,661
Number of requests serviced by the Alberta Government Libraries' interlibrary loan service	6,803	6,663

Legislature Library Organization Chart



Legal Services

Parliamentary Counsel
M.W.J. Clegg and Michael P. Ritter



With the calling of both spring and fall sittings and the high number of sitting days in 1990, business in the office of the Parliamentary Counsel was unusually brisk. Although only 11 private Bills were introduced and just seven passed, counsel prepared nearly 100 private members' public Bills, dealt with a very large number of members' motions, written questions, and petitions, and provided a steady flow of procedural advice. Committees, parliamentary privilege issues, administrative legal advice, and the intern program also received significant attention during the year. Finally, one counsel opted to change his employment status from full- to part-time, and some of his former duties were assumed by the remaining counsel.

The office prepared approximately 100 private members' public Bills, 80 of which were introduced in the Assembly. Due to the large number of government Bills, 57 in total, counsel's constant perusal of Assembly documents was required to ensure that procedural or technical problems did not develop as the Bills made their way through the Assembly.

As the number of Bills and sitting days increased in 1990, so too did the number of private members' motions, written questions, and petitions. This large volume of private members' business resulted in an unusually high number of requests throughout the year for procedural and technical advice on drafting the items. In addition, both the public and the media placed much emphasis on members' conflict of interest guidelines, particularly in light of the Wachowich report, which proposed legislative changes to the present system. As well, during session Parliamentary Counsel continued to be available as Table officers in the Chamber, providing ongoing advice to the Speaker and other presiding officers.

Committee work requiring counsel's advice was abundant during 1990. Fortunately, the Private Bills Committee dealt with relatively routine matters, but the Members' Services Committee passed numerous orders amending regulations governing the administration of Assembly and members' matters, including changes in constituency services, security measures in the Legislature Building and Legislature Annex, and members' benefits. Once the committee passed its orders, the Parliamentary Counsel's office assisted other branches of the Legislative Assembly Office, particularly Personnel and Administration, as well as government departments such as the Solicitor General and Treasury, in implementing the regulatory changes.

As always, protecting parliamentary privilege was given a high priority by the office. With the increasing volume of litigation naming individual members or summoning members as witnesses, Parliamentary Counsel were especially concerned that Members be aware of the special rules applicable to them as Members of the Legislative Assembly. In addition, recent court cases in other jurisdictions throughout Canada and the Commonwealth brought the issue of parliamentary privilege to the forefront in 1990, underscoring the importance of keeping up to date on all matters involving privilege. Counsel were in constant contact with lawyers from other Canadian jurisdictions, exchanging information regarding privilege in order to prevent any possible erosion of parliament's and members' powers.

During the year demands on the office's role as general counsel to the Legislative Assembly

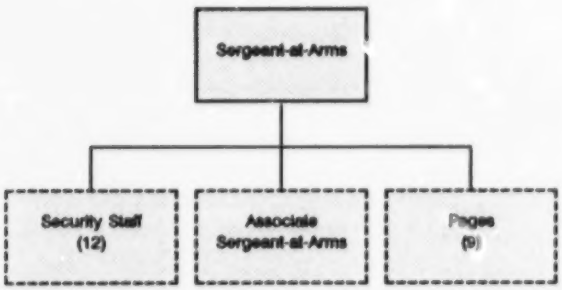
Office reached unprecedented levels. Duties in this area included negotiating a record number of leases for constituency offices. Day-to-day legal business in the office was steady and indeed appeared to be increasing due to a broadening of the Legislative Assembly Office's responsibilities. As well, both counsel continued to be in great demand by various educational institutions for lectures and seminars designed to increase public awareness of the legislative process.

As in previous years one Parliamentary Counsel acted as administrator of the Alberta legislative internship program. In September four new interns were welcomed to the Legislative Assembly, replacing the four who had completed their 10-month tenure from September 1989 to June 1990. Of the 1989-90 interns, one ontinued his work as a researcher for the government caucus, one took up employment as legislative liaison with the Alberta Teachers' Association, and two went into graduate studies. The 1990-91 interns, all women, were chosen from among the best and brightest of the graduates of Alberta's three major universities, each of which is currently represented. Visits to Yellowknife, Ottawa, and Quebec City were being planned for 1991.

Ceremonial and Security Services

Sergeant-at-Arms

Sergeant-at-Arms
Oscar Lacombe



The main duty of Ceremonial and Security Services during 1990 was to provide security and Page services to the Assembly during the 90 days of sittings, the highest number of sitting days in Alberta's history. In addition, between the spring and fall sittings of the Assembly Alberta hosted the 10th annual Canadian Association of Sergeants-at-Arms conference, and representatives from across Canada and the U.K. met to discuss a variety of security issues.

The number of visitor passes issued to persons attending at least some portion of the sittings was 4,284, compared to the 3,955 given out the previous year. The number of students observing the Assembly in session in 1990 was 9,188, nearly triple the 3,521 who came in 1989, when the Assembly sat for 49 days, mainly during the summer months.

The Page program continued to benefit from the practice of encouraging high schools in all parts of the province to participate in the selection process. The Pages themselves and the MLAs appreciated the contact with young people from different regions and with different cultural backgrounds.

Prior to the spring sittings, rooms on either side of the Chamber were converted to lounges, one for government members and the other for opposition members. One of these rooms had previously been used as a location for media interviews; consequently, different areas were designated for this purpose. The media have since conducted their interviews in the third-floor hallways east and west of the grand staircase, and a podium was made available at the bottom of the staircase as well. Branch personnel assisted both MLAs and the media in adjusting to the new arrangement, and everyone concerned became more accustomed to it as the session progressed.

During the summer recess, new metal detectors were installed outside gallery entrances. In addition to their regular training, security staff received special instructions on the use of the equipment and on a new procedure for admitting visitors to the galleries. Visitors adjusted well to the change, and no significant problems were encountered during the fall sittings.

The prime focus of the 10th annual Canadian Association of Sergeants-at-Arms conference, held in Edmonton from August 14 to 17, was the issue of protecting MLAs, staff, and the public from explosives, weapons, and other dangers that might be encountered in a parliamentary environment. Special attention was given to the fact that a large number of tourists and schoolchildren come to visit Canadian Legislatures.

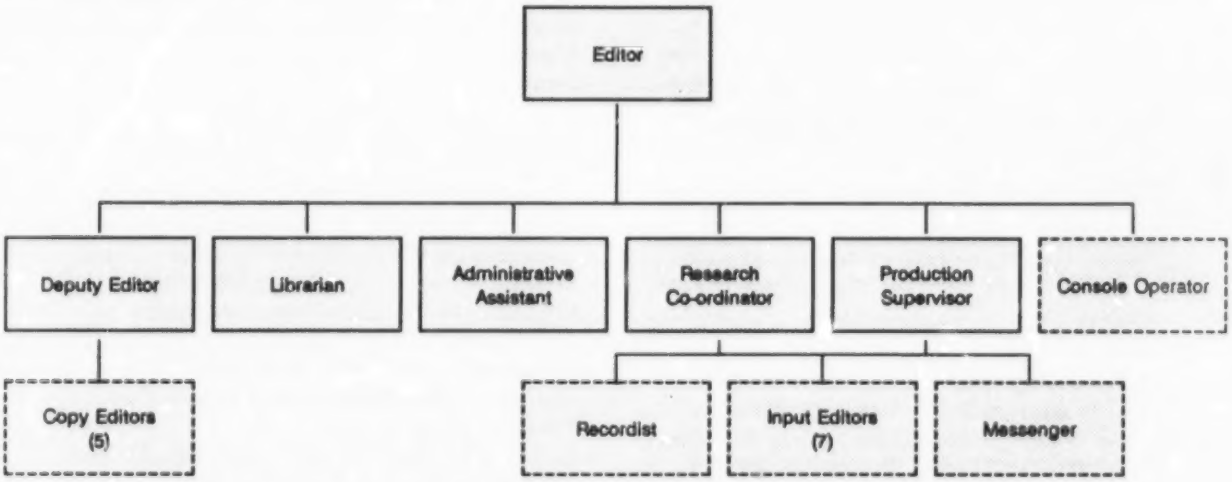
The Edmonton city police service and Canada Customs demonstrated a variety of special equipment and techniques that could be used to help ensure security without unnecessarily limiting public access. Conference delegates studied ways to detect explosives or drugs being conveyed in parcels, handbags, or letters. The demonstration included a state-of-the-art metal detector, which persuaded Alberta's Speaker to install metal detectors outside the gallery entrances prior to the fall sittings.

The conference's formal presentations and informal discussions stressed the continuing importance of training security personnel to ensure that they know and follow proper procedures and that they know their equipment and how to use it.

Reporting and Public Education Services

Alberta Hansard

Editor
Gary Garrison



The most significant fact about 1990 is that it challenged *Hansard* to report more Assembly and committee proceedings than ever before since *Alberta Hansard* was instituted in 1972. The year also marked a major new departure for the branch in its growing responsibility for public education and internal Office publications as it produced and distributed a series of fact sheets and two new videos. As well, work began on designing a new sound system for the Chamber, one wage position became a project position, and new printing contracts were concluded requiring Assembly publications to be printed on acid-free recycled paper. Finally, involvement in the *Hansard* associations of Canada and the Commonwealth continued, including preparations to host the next Hansard Association of Canada conference.

Early in the year the branch completed revisions to the Style Manual and the research list. These reflected both the necessary updates and the installation of the new microcomputer system, which in the fall of 1989 had been used for committee transcripts but in 1990 was tested by the rigours of a session for the first time. Although the turnover rate among editorial staff had averaged five per year for many years, this year the branch needed only two new sessional editorial staff, and they were hired and trained prior to opening day.

The session opened on March 8 and continued until the summer recess on July 5. During that time there were 75 sitting days and 36 evening sittings resulting in 2,412 *Hansard* pages. The session resumed November 26 and lasted until December 14. In all, the Assembly sat for 90 days and 45 evenings for a total of 372.4 sitting hours and 2,878 *Hansard* pages. Each of these figures is the highest in *Alberta Hansard*'s history. Sitting hours were 1 percent higher than in 1972 and 9 percent higher than in 1981, the heaviest *Hansard* years prior to 1990.

Between the spring and fall sittings *Hansard* staff produced new editions of the Style Manual and research list to incorporate more recent material as well as a number of editorial

and format changes. The two most noteworthy of these were the inclusion of the time of day in the text at 10-minute intervals and the addition of subject headings for points of order, Speaker's and Chairman's rulings, written questions, and motions.

During the spring sittings the Assembly experienced a number of difficulties with the Chamber's sound system, which has been in place approximately 15 years. In the fall and early winter *Hansard* staff met with Public Works, Supply and Services personnel and a private consultant to discuss the design specifications for a new system.

Committees of the Assembly met throughout the year, and a significant additional demand for *Hansard* services came from the Select Special Committee on Electoral Boundaries, which began its work in August 1989 and continued until November 1990. Work for this committee included coverage of a total of 39 public hearings throughout the province, to each of which *Hansard* sent one editor and one audio technician. In 1990 *Hansard* reported 45 meetings or hearings for this committee. Reporting the work of the committee from its beginning until the last meeting, November 6, resulted in 962 pages of transcript covering 67 meetings or hearings and 109.8 hours.

Hansard continued to report the proceedings of the standing committees, which met either on Wednesday mornings during session or at various times throughout the year. As usual, the Heritage Savings Trust Fund committee, which met for several weeks during October and November, placed the heaviest demand for coverage on *Hansard* staff. Reporting of all committee proceedings resulted in 1,446 pages of transcript covering 106 meetings and 162.8 meeting hours. Since *Hansard* began reporting committee proceedings in 1977, only in 1983 has there been a greater committee workload. That was the year the Select Special Committee on the Workers' Compensation Act and the Occupational Health and Safety Act conducted public hearings at locations throughout the province.

Staff continued to produce the *Hansard* index throughout the session, printing regular updates and distributing them to the research staff of each caucus and to the Legislature Library and Parliamentary Counsel.

For the third year users were able to perform key-word computer searches of the *Hansard* text of Assembly proceedings, and the branch had several enhancements to the on-line system installed during 1990. Telecommunication procedures were streamlined, thereby greatly reducing the time required to send text to the mainframe, and the on-line software was modified to accept data in the new microcomputer format. In addition, two new fields were added to the system, one reflecting the new headings for points of order and rulings of the Chair which were added to the text in the fall, the other enabling a more precise search of members' names.

The most significant enhancement, though, was the development of a menu system to make the searching process more user-friendly. Preliminary menus were tested, and the final version was installed on November 20.

As the Assembly's microcomputer network grew and its capabilities became more fully developed in the second half of 1990, the number of users increased. Altogether, 37 IDs for the on-line system were assigned to users throughout the Legislative Assembly, all of whom were offered orientation sessions relative to the new menus and received a revised user manual. The branch prepared a separate user manual and distributed it to the 16 other departments and agencies known to use the facility. At present the menus are available only for 1990 text, but work is under way to extend them to 1989.

Development of an on-line tutorial, designed as a means of self-instruction in the menu system, neared completion at year-end, and work had begun on a diskette to demonstrate the system's capability. *Hansard* also participated in preliminary discussions with Public Works

concerning the eventual availability of *Hansard* data to the general public.

The branch's responsibility for editing and producing the Legislative Assembly Office's annual report and the *Members' Guide* continued in 1990. In March staff completed and circulated revised text for the *Members' Guide*, reflecting a number of policy changes and telephone directory updates. Producing the staff newsletter, *Under the Dome*, became a formal responsibility of the branch in the spring. A member of the staff was named editor, and issues were produced in July and November with plans to produce future issues three times a year. A member of the staff also chairs the editorial board, which has general responsibility for newsletter content. The board includes representatives of all branches of the Office.

The public education program for which *Hansard* is responsible grew significantly during the year with the production of a series of 15 fact sheets in co-operation with Visitor Services, a new seating plan, and two new videos. The branch also produced copies of the seating plan for free distribution to the public. In May MLAs received a number of fact sheets at no charge, with the option to purchase more for constituency purposes. Visitor Services also received a number of free copies, as well as purchasing additional ones that were made available to visitors to the Legislature Building. The subjects covered by the fact sheets are: how the Assembly works, the parliamentary system in Alberta, the Assembly's control of public expenditure, how laws are made, the relationship between MLA and constituents, the Legislative Assembly Office, *Hansard*, Alberta's emblems, a comparison of U.S. state and Canadian provincial Legislatures, the Legislature Building, the Mace, the Speaker, parliamentary procedure, Executive Council, and the constituencies.

The branch completed a video entitled *Your Legislative Assembly at Work* in May and a second one entitled *The Legislature Building: Alberta's Story* in September. Every MLA received a complimentary copy of each video and was given the opportunity to buy additional copies. *Alberta Hansard* also provided copies to Visitor Services, which has incorporated screenings of the videos into its regular program for visitors to the Legislature Building and to the McDougall Centre in Calgary.

The public education program has been well received, as evidenced by the demand for the material. As of year-end 41,231 fact sheets, 1,391 videos, and 11,348 presentation folders had been distributed, and Visitor Services had booked 123 screenings of the videos.

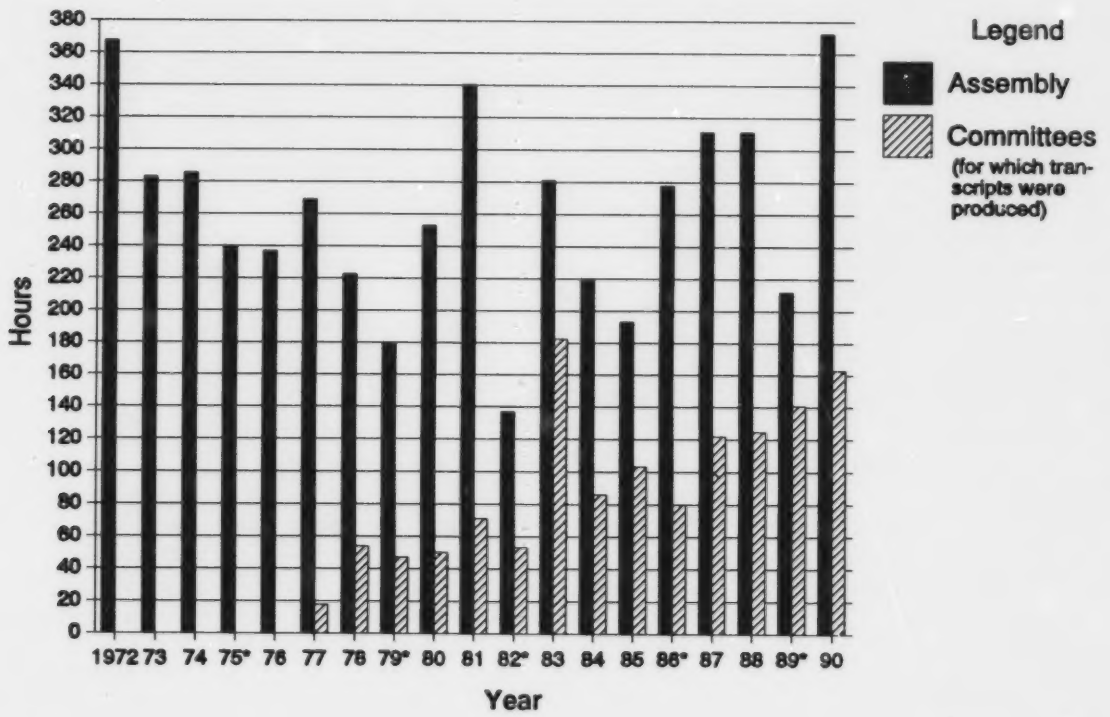
Two noteworthy personnel changes took place in 1990 which basically reflect the long-term trend toward broader responsibility for the branch and a greater sessional and committee workload. The Deputy Production Supervisor had been on wages, but the steady and substantial demands placed on the position resulted in its conversion to a three-quarter time project position effective May 1. The evolution of the position's responsibilities warranted a change in working title to Research Co-ordinator. Growing requirements for editorial and publications assistance for sessional and committee work and in other areas likewise increased the workload of the copyediting staff and resulted in one copy editor position becoming a full-time project position effective January 1, 1991.

For the third year *Alberta Hansard* was responsible for printing Votes and Proceedings, the Order Paper, Bills, and the *Journals* in addition to *Hansard* itself. The 1991 printing contracts were awarded in December following an open tendering process. In line with the Legislative Assembly Office's new environmental policy, these contracts require all of the above publications to be printed on acid-free recycled paper. Several Bills were printed on acid-free recycled paper during the fall sittings.

Alberta Hansard continued to be active in sharing information with other *Hansards* in Canada and throughout the Commonwealth.

Hansard staff produced a book entitled *Hansards of the Commonwealth*, which surveys the production methods, administrative structure, and editorial policies of *Hansard*s throughout the Commonwealth. Copies of it were circulated at the Commonwealth Hansard Editors Association conference in Halifax, which was attended by the Editor and the Production Supervisor. As well, the branch has maintained regular contact with other Canadian *Hansard*s to share information and expertise, and plans were well under way at year-end for hosting the Hansard Association of Canada conference in Edmonton in August 1991.

Assembly and Committee Meeting Hours



*indicates an election year

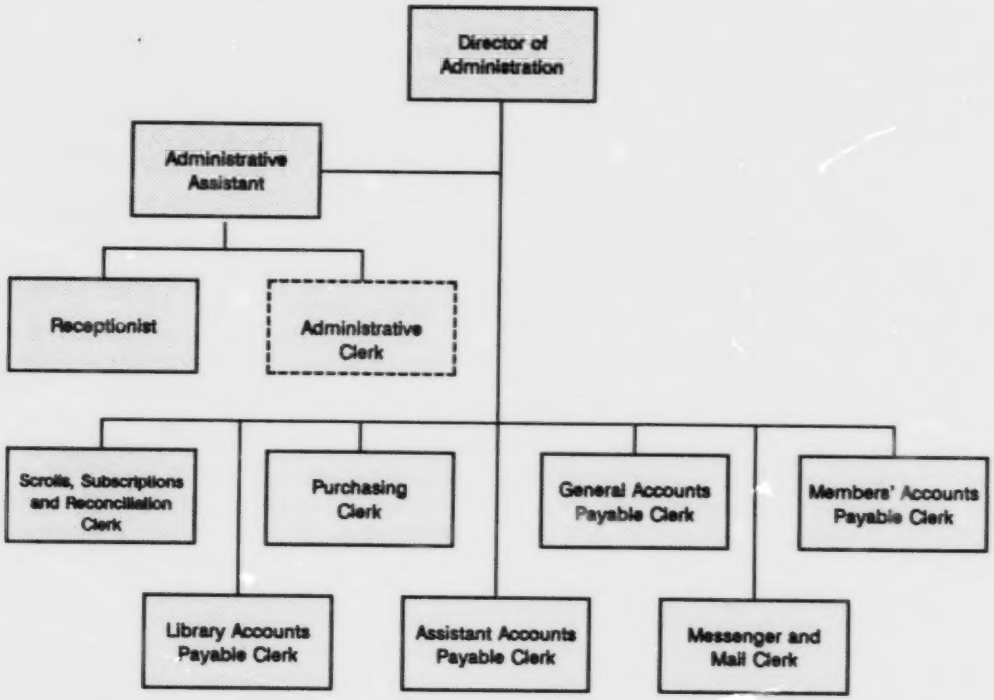
Comparative Statistics

	1990	1989
Assembly		
Sitting days	90	49
Evening sittings	45	26
Sitting hours	372.4	211.9
Total *Hansard* pages	2,878	1,596
Committees		
Meetings reported	106	88
Meeting hours	162.8	140.6
Total transcript pages	1,446	1,276
Index inquiries		
Legislative Assembly	138	123
Departments	43	37
Public	25	21
Total	206	181
On-line inquiries		
Legislative Assembly	43	22
Departments	7	0
Public	5	3
Total	55	25

Administrative Services

General Administration

Director of Administration
Kathy Bruce-Kavanagh



General Administration continued to perform a variety of services for constituency and Legislature offices in 1990, and financial transaction volume levels were comparable to the high levels of 1989. Noteworthy new activities during 1990 included co-ordinating 75 RITE line installations in constituency offices, preparing to implement the federal goods and services tax, co-ordinating the new environmental policy established for the Office as a whole, and surveying clients to determine their level of satisfaction with branch services and to solicit suggestions for improvement.

As part of its mandate to provide support to the 101 constituency offices throughout the province, the branch co-ordinated the installation of 75 RITE lines in those offices. Acting as the liaison between each constituency office and Edmonton Telephones or Alberta Government Telephones, the branch ensured that these lines were installed to meet the requirements of the Assembly and of each office. This task was part of the constituency office computerization project, and it enabled the various offices to exchange electronic messages and data with other offices on the system, including in particular the caucus offices at the Legislature, without incurring long-distance telephone charges.

Other support to the constituency offices continued at a steady rate. This included ordering furniture, purchasing, renting equipment, maintaining fixed-asset inventories, and

advising constituency staff on policies and procedures. Because many of the photocopiers in these offices were getting old and requiring an undue amount of maintenance to keep them in working order, a number are being replaced with new equipment each year, and that program continued in 1990. The branch also administered contracts for space, equipment, and service for the constituency offices as well as for caucus offices and other branches of the Assembly. Finally, General Administration staff assisted in the ongoing task of sorting the names of new citizens by constituency and providing lists of those names to their respective MLAs.

The branch continued to handle all accounting functions for the Legislative Assembly Office and to play a leading role in developing the annual budget estimates presented to the Members' Services Committee for consideration and approval. Ongoing liaison was maintained with Treasury to ensure that funds appropriated for the Assembly were properly entered into the government's computerized budget system and to prepare for changes to the system coming into effect for the 1991-92 budget. As well, throughout the year special studies and reports on various aspects of the Office's financial activity were provided, on request, to the Members' Services Committee, the Speaker, and the Clerk.

During the year the Legislative Assembly Office adopted a series of new policies to ensure that its activities had as little adverse impact on the environment as possible. This initiative resulted in a number of significant changes in branch purchasing practices performed on behalf of the entire Office. Under the new program recycled paper is the norm, and laser printer cartridges are routinely refilled and reused instead of being replaced by new ones. The purchase of styrofoam products has been reduced, and shredded wastepaper is now given to a private agency for recycling. In addition, the Director of Administration was named environmental co-ordinator for the Legislative Assembly Office to help promote environmental awareness in all branches.

Other purchasing activities included the continuing program of providing MLAs with a variety of promotional items. In 1990 the inventory was increased by the addition of public education materials produced during the year; namely, three videos and a series of fact sheets explaining what the Assembly is and how it works. The branch also continued to purchase MLA airline tickets in bulk to take advantage of quantity discounts, and plans were made to computerize the inventory of all standard and promotional items.

As part of the continuing Office-wide program of installing new technology to replace obsolete electronic data processing equipment, a number of the branch's units were affected during the year. By year's end 60 percent of the old equipment had been replaced.

Plans were made, especially during the latter half of the year, to prepare for implementation of the federal goods and services tax, which would come into effect on January 1, 1991. Legal advice was obtained outlining the possible impact of the new tax in a number of gray areas, and meetings were held with Treasury officials concerning procedural changes resulting from the tax. The branch subsequently advised all its vendors on how the Assembly's exemption from the tax should be handled, and constituency and Legislature offices were advised of procedures to follow in purchasing goods and services. Special attention was given to the impact of the tax on expense allowance claims, and a new procedure with respect to these was communicated to MLAs and staff. Finally, even though items purchased by the Assembly are tax exempt, legal advice indicated that items the Assembly sells to the public are not. Consequently, the tax had to be added to billings for subscriptions to Assembly publications.

Aside from anticipating the new tax, the subscription service continued as usual, with approximately the same numbers of subscriptions to Assembly publications as in 1989. During 1990 General Administration collected $118,020 in subscription fees and other revenue, which was deposited to the province's general revenue account. As well, the branch continued its daily delivery of copies of *Hansard*, Votes, the Order Paper, and Bills to various offices in the Legislature complex during session.

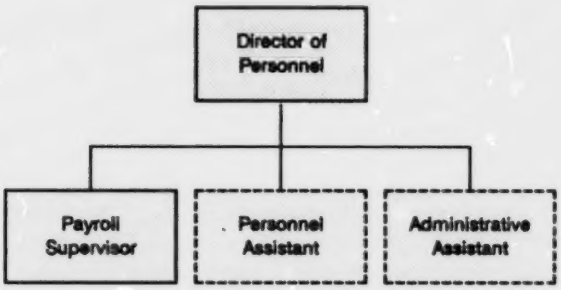
In the summer the branch distributed a questionnaire to its various client groups asking for comments respecting the quality of service provided and seeking suggestions for future improvement. The response rate was good, and the replies themselves were positive and helpful. The final results of the survey were still being compiled and evaluated at the end of the year.

Comparative Statistics

	1990	1989
Invoices coded	20,145	20,161
Invoices, data entered	20,145	20,161
Mail processed	25,518	24,945
Department vendors established	882	2,080
Scroll requests	3,481	3,379
Hansard subscriptions	627	602
Bound *Hansard* subscriptions	81	84
Sessional mail subscriptions	696	927
Journals subscriptions	450	927
Votes and Proceedings subscriptions	453	389
Bills, hand delivered	308	201
Orders of the Day, hand delivered	455	443
Direct purchase orders issued	360	207
Promotional requests filled	612	563
MLA purchase orders processed	5,350	5,130
Other requests	2,424	2,592
Special requests	190	213
Constituency offices, moved	10	11
Constituency offices, new	0	17
RITE lines installed	75	—

Personnel Services

Director of Personnel
Cheryl Kvist



During 1990 Personnel Services continued to meet an unusual number of requests for assistance from MLAs and Legislative Assembly Office staff with respect to all areas of personnel administration. Several programs begun in 1989 were followed up, and initiatives undertaken during the year included promoting improved organizational effectiveness, streamlining internal procedures, and promoting employee health.

Workloads in the pay and administration section continued to be heavy, in part because the number of general inquiries from employees and the public increased significantly. In order to improve efficiency, the branch reorganized attendance, overtime, and prior-service records, consolidated and updated mailing lists used to disseminate information, and had internal reporting and monitoring processes automated. As well, planning began for Treasury's decentralization of payroll functions in 1991 whereby information required to generate paycheques would be processed on line locally rather than by Treasury.

As in the past, the branch co-ordinated recruitment and staffing activity in the Legislative Assembly Office and worked with MLAs, caucus chiefs of staff, and managers to help ensure that consistent and fair employment practices were followed. Activity in manpower planning and classification remained constant, and one-on-one career counseling services and advice were provided to employees and managers respecting work-related problems and concerns. Interest and participation in job-related training and development programs increased, employees attended programs offered by Personnel Administration and by nongovernment agencies and institutions, and the branch studied the feasibility of offering in-house training programs.

New employment contracts for constituency office staff had been developed in 1989, including providing MLAs the option to offer certain employee benefits. The branch continued to promote the appropriate use of Legislative Assembly contracts. The optional benefits provision was particularly well received, and a large majority of eligible staff now have some coverage. As part of the ongoing monitoring process, staff were encouraged to suggest how branch services might be improved.

Following the 1989 general election, 21 former members became eligible to participate in the extended benefits option for nonreturning members, and 16 of those were still on the plan in 1990. Personnel Services maintained periodic contact with these former members throughout 1990 to ensure their needs were being met and to address subsequent concerns and questions they had with respect to the program.

A new computer system designed to process committee and parliamentary allowances had its first full year of operation in 1990. This system made it possible to pay these allowances through Personnel Services' payroll system rather than through the accounts section of General Administration and has saved considerable time, particularly at fiscal year-end, since pensionable contributions can now be deducted at source throughout the year. This system and the branch practice with respect to these allowances were reviewed throughout the year, and minor enhancements were made where appropriate. Members and staff alike have

responded favourably to the new system.

The Legislative Assembly Office was again involved in employment programs, including the summer temporary employment program (STEP), the employment skills program (ESP), special placements (SP), and the Quebec/Alberta student exchange, and Personnel Services handled the administrative work associated with them. Because the public-sector component of the priority employment program (PEP) was not offered this year, the branch promoted increased use of the employment skills and special placement programs.

Personnel Services received a new mandate in 1990 to take a lead role in improving organizational effectiveness in the Legislative Assembly Office. One proposal that resulted is for a program designed to recognize individual employees' contributions and length of service. The branch studied a number of possible alternatives and continues to encourage suggestions from employees throughout the organization with respect to this mandate.

Personnel Services continued to be active in occupational health and safety matters. As part of the effort to promote employee health in the workplace, the branch encouraged employees in the Legislature and Annex buildings to take part in Sneaker Day and the related physical fitness activities. The response was very positive, and staff were commended for their participation.

Comparative Statistics

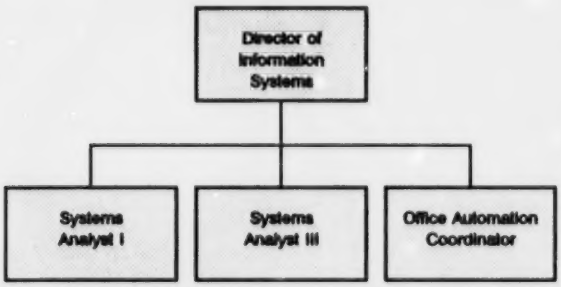
Pay and Benefits	1990	1989
Salary system		
Commencements	63	95
Terminations	41	59
Transfers	5	17
Wage system		
Commencements	173	114
Terminations	134	71
Transfers	7	—
MLF system (committee and parliamentary allowances)		
Claims processed	273	—
Advances processed	58	—
Total	754	356

Comparative Statistics

Staff and Position Complement	1990	1989
Staff positions		
Permanent	42	42
Nonpermanent	6	3
Wage	51	38
Total	99	83
MLA positions		
Members	83	83
Office other than member	12	12
Committee membership	217	228
Total	312	323
Employment contracts		
Caucus	75	65
Constituency	80	70
Other	19	18
Total	174	153
Programs		
Priority employment program (PEP)	—	50
Summer temporary employment program (STEP)	66	48
Employment skills program (ESP)	21	9
Quebec/Alberta exchange	3	3
Work experience	—	2
Special placements program	1	—
Total	91	112
Grand total	676	671

Information Systems Services

Director of Information Systems
Bill Gano



Throughout 1990 Information Systems staff were heavily involved in purchasing and installing new computer terminals, printers, and software and in providing training, advice, and other assistance to users. Twenty-nine obsolete workstations at the Legislature were replaced with new technology, 76 workstations were added to the Assembly's microcomputer network, which had its functionality increased in a variety of ways, and 34 more constituency offices were computerized. This growth of the branch's workload required that another position be added to provide continuing user support. As well, budgetary priorities were established and long-term plans updated. Information Systems also provided to other branches a variety of services related to EDP and office automation.

Once the Assembly's 1990-91 budget was approved, the second and final phase of constituency office automation was undertaken, and hardware and software were acquired for 35 additional offices and installed in 34. Training courses were conducted for staff from each office, and Information Systems staff paid follow-up visits to the offices to provide further training and assistance on site.

In the spring work began in earnest to replace the Assembly's obsolete word processing equipment, which was no longer adequate to meet changing needs and had become more and more difficult to maintain. By the end of the year most of the old hardware had been replaced with microcomputer equipment attached to the local area network, which had grown to include 108 workstations in the Legislature and Legislature Annex buildings. Following installation, training classes were conducted to ensure that staff could use the equipment effectively. Procedures were also developed to assist in converting documents from the old system to the new.

All of the work carried out by Information Systems since its formation in 1989 has been accomplished without an increase in the overall Legislative Assembly Office budget. The funds previously budgeted by other branches for EDP equipment, maintenance, and other services were transferred to Information Systems. The decision to terminate costly maintenance contracts and pay only for actual parts and technician time freed up a significant pool of funds. These were then designated to pay for a continuing program of phasing in new equipment to replace the old, thereby ensuring that the entire system would be kept up to date.

An EDP management committee was formed in 1990 and met on a monthly basis. Chaired by the Director of Information Systems, its purpose is to advise the Legislative Assembly Office regarding the management of existing EDP resources and future requirements. Committee membership in 1990 included representation from each caucus and all noncaucus areas.

The long-term EDP strategic plan continued to be updated. This document provides overall direction for implementing, enhancing, supporting, and maintaining hardware and software in the Legislative Assembly. The plan also addresses issues related to financing EDP projects and training staff affected by the introduction of new technologies.

Two major enhancements of the Assembly's EDP capabilities were an electronic mail system and a mailing list system. The first enabled

messages and documents to be exchanged among local and remote users, while the second gave caucus offices the ability to manage their mailing lists and handle correspondence more efficiently.

Finally, the branch assisted the Electoral Boundaries Committee in developing two special systems. One enabled the committee to track and report on submissions it had received. The other was a mapping system designed to provide election and census data based on present and possible future constituency boundaries.

Comparative Statistics

	1990	1989
Remote workstations in place	77	43
Local workstations in place	130	115
Obsolete workstations replaced	29	25
Person-days of training	355	70

Special Events

Swearing-in of Provincial Ombudsman, Mr. Harley Johnson

February 1, 1990, marked the official swearing-in of Harley Johnson as Alberta's fifth Ombudsman. Speaker David J. Carter presided at the ceremony, which was held in the Carillon Room of the Legislature Building and was followed by a reception for the guests. Sixteen MLAs, several Legislative Assembly Office staff, and members of Mr. Johnson's family attended.

Mr. Gordon Wright, Member for Edmonton-Strathcona, Appointed Queen's Counsel

On June 21 the Hon. Ken Rostad, Attorney General, presented Mr. Gordon Wright, Member for Edmonton-Strathcona, with a certificate marking his appointment as Queen's Counsel. The event took place in the Chamber in the presence of the entire Assembly and several of Mr. Wright's friends, colleagues, and family. Mr. Wright gratefully accepted the distinction.

Visit of Their Excellencies the Governor General and Mrs. Ramon J. Hnatyshyn

On June 25 Her Honour the Lieutenant Governor W. Helen Hunley and Deputy Premier James D. Horsman greeted Their Excellencies the Governor General and Mrs. Ramon J. Hnatyshyn upon their arrival in Edmonton for an official visit to the province.

The visit included a reception at the Legislature Library, which was hosted by Speaker David J. Carter and attended by several former members. Other functions followed, including a reception and dinner at Government House hosted by Premier Don R. Getty.

Their Excellencies then traveled to Calgary for a luncheon in the city hall atrium, which was attended by Speaker David J. Carter. Following the luncheon, Their Excellencies were bid farewell by Hon. Fred A. Stewart, Minister of Technology, Research and Telecommunications, as they departed for Ottawa.

Visit of Her Majesty Queen Elizabeth II

Her Majesty Queen Elizabeth II arrived in Calgary for an official visit on June 27. Festivities included a dinner at the Westin Hotel in Calgary hosted by Premier Don R. Getty. Speaker David J. Carter and approximately 50 Members of the Legislative Assembly attended. Her Majesty was also the guest of honour at a luncheon at the Capri Convention Centre in Red Deer, which was attended by members as well.

10th Annual Conference of the Canadian Association of Sergeants-at-Arms

See Ceremonial and Security Services on page 13 of this report.

Memorial Service for the late Mr. Gordon Wright, Member for Edmonton-Strathcona

On October 22 a memorial service was held for Mr. Gordon Wright, Member for Edmonton-Strathcona, who passed away on October 18. The service was held at All Saints' Anglican Cathedral in Edmonton and was attended Speaker David J. Carter, numerous other Members of the Legislative Assembly, and several staff of the Legislative Assembly Office.

Christmas at the Legislature

On December 2 Speaker David J. Carter hosted an ecumenical Christmas service at the Legislature, after which Christmas lights on the Legislature Grounds were formally turned on for the season. Participants included Her Honour the Honourable the Lieutenant Governor W. Helen Hunley, Premier Don R. Getty and Mrs. Margaret Getty, William A. Roberts (Member for Edmonton-Centre) representing the Official Opposition, Sharon Anderson from Security, and Jennifer Garrison representing youth.

Former Members of the Legislative Assembly

Contact with Former Members

The office of the Speaker continued to maintain contact with former Members of the Legislative Assembly, and 33 former members visited the Assembly during the year.

Events involving former members included a special reception in the Legislature Library to honour the visit of Their Excellencies the Governor General and Mrs. Ramon J. Hnatyshyn.

General mailings kept former members informed of important events in connection with the Legislative Assembly, and each former member received a complimentary copy of the video *The Legislature Building: Alberta's Story*. In addition, they received Christmas cards and were notified of the deaths of former colleagues.

Obituaries

On November 24, 1990, **Mr. Clifford Doan**, a former Member for Innisfail, passed away. A Progressive Conservative, Mr. Doan was first elected to the Legislative Assembly in 1971 and was re-elected in 1975.

Mr. Adolph Olaf Fimrite passed away on July 18, 1990. Mr. Fimrite was first elected to the Legislative Assembly in 1952, representing the constituency of Spirit River. A member of the Social Credit Party, he served in the Assembly until 1971, having been re-elected in 1955, 1959, 1963, and 1967.

Mr. Allison Ira (Mick) Fluker, a former Progressive Conservative Member for St. Paul, passed away on October 16, 1990. He became a Member of the Legislative Assembly following the 1971 general election and was elected again in 1975.

A former Progressive Conservative cabinet minister, **Mr. Clarence Mervin (Merv) Leitch**, passed away on June 30, 1990. Mr. Leitch was elected by the Calgary-Egmont constituency in 1971 and re-elected in 1975 and 1979. He served as Attorney General and Provincial Secretary from 1971 to 1975 and assisted with the development of the Alberta Bill of Rights and the Individual's Rights Protection Act. In 1975 he was appointed Provincial Treasurer and helped to create the Alberta Heritage Savings Trust Fund, and as Minister of Energy and Natural Resources from 1979 to 1981, he was a vocal opponent of the national energy program.

Mr. Gordon Samuel Dales Wright, a sitting Member of the Legislative Assembly, passed away on October 18, 1990. Mr. Wright represented the constituency of Edmonton-Strathcona for the New Democrats. He was first elected in 1986 and re-elected in 1989.

Interparliamentary Relations

Speaker David J. Carter and staff of the Legislative Assembly Office are involved in ongoing liaison with members and staff of other parliaments and with other representatives of foreign countries. In 1990 they hosted the following visitors and events

February 20	Ontario legislative interns
March 9	Reception for MLA spouses
March 16	Mr. Peter Johnstone, Consul General of Great Britain
March 21	Israeli students
April 2	His Excellency Peter Kishili Palangyo, High Commissioner of Tanzania
April 27	His Excellency Samuel M. Kajese, High Commissioner of the Republic of Zimbabwe
May 1	Mr. Peter Johnstone, Consul General of Great Britain
May 10	Forum for Young Albertans
May 10	1989 CPA bursary award winners presentation
May 16	His Excellency Jacques Lecomte, Ambassador and Head of Delegation of the Commission of the European Communities
May 17	1990 CPA bursary award winners presentation
May 17	Forum for Young Albertans
May 31	Visitor Services Conference luncheon, hosted by Deputy Speaker Stan Schumacher
June 8	His Excellency Kurt Herndl, Ambassador of Austria
June 13	Montana State Senator Bob Williams
June 15	Delegation of Armenian parliamentarians
June 18	His Excellency Wolfgang Behrends, Ambassador of the Federal Republic of Germany
July 16	His Excellency Raphael Ramaliehe Kali, High Commissioner of the Kingdom of Lesotho
August 14	Dr. Wolfgang Schanz, Consul General of the Federal Republic of Germany
September 4	Mr. Claude Berlioz, Consul General of France
October 26	Dr. Tamas Katonal, Political State Secretary, Ministry of Forestry Affairs, Hungary
November 1	Mr. Gaston Geens, Minister President of Flanders, Belgium
November 14	His Excellency Hakan Berggren, Ambassador of Sweden
November 23	Mr. Tetsuo Nonogaki, Consul General of Japan
December 3	His Excellency Soo Gil Park, Ambassador of the Republic of Korea
December 3-7	Mr. Serhii Holovaty, member of the Ukrainian SSR Supreme Soviet
December 5	1990 CPA parliamentary essay contest winners
December 17	Mr. Toshikazu Kato, Consul General of Japan

Participation in National and International Organizations

January 19 to 21, Commonwealth Parliamentary Association, Canadian Region, Canadian Conference of Presiding Officers. Attended by Speaker David J. Carter; Deputy Speaker Stan Schumacher; Halvar C. Jonson, Member for Ponoka-Rimbey; and David McNeil, Clerk.

February 21 to 23, Idaho centennial. Attended by Speaker David J. Carter; Jack W. Ady, Member for Cardston; Oscar Lacombe, Sergeant-at-Arms; and Robert Day, Executive Assistant to the Speaker.

May 3 to 6, Alberta Library Conference. Attended by D. Blake McDougall, ADM/Legislature Librarian, and Sylvia S. Kujansuu, Serials Librarian.

May 3 to 6, Alberta Association of Library Technicians Conference. Attended by Bertha A. Sears, Senior Documents Library Technician; Lynda J. Shurko, Serials Library Technician; and Linda J. Stein, Technical Services Library Technician.

May 17 to 18, Symposium on Communicating Audit Information in the Nineties. Attended by Barry Pashak, Member for Calgary-Forest Lawn.

May 27 to June 3, Commonwealth Parliamentary Association, Canadian regional seminar. Attended by Speaker David J. Carter.

June 1 to 3, Commonwealth Parliamentary Association, Canadian Regional Council meeting. Attended by Speaker David J. Carter and David McNeil, Clerk.

July 8 to 11, Annual Meeting of the Canadian Council of Public Accounts Committees. Attended by Barry Pashak, Member for Calgary-Forest Lawn; Ron A. Moore, Member for Lacombe; and Corinne Skura, Administrative Assistant to the Standing Committee on Public Accounts.

July 8 to 11, Conference of Legislative Auditors. Attended by Robert J. Bogle, Member for Taber-Warner, and Jack W. Ady, Member for Cardston.

July 15 to 20, Hansard Association of Canada and Commonwealth Hansard Editors Association, combined annual conferences. Attended by Gary Garrison, Editor, and Carol Holowach, Production Supervisor.

August 5 to 10, National Conference of State Legislatures. Attended by Speaker David J. Carter; Bill Payne, Member for Calgary-Fish Creek; and Sheldon Chumir, Member for Calgary-Buffalo.

August 12 to 17, Association of Clerks-at-the-Table in Canada professional development seminar. Attended by David McNeil, Clerk, and Karen South, Clerk Assistant and Clerk of Committees.

August 14 to 17, Canadian Association of Sergeants-at-Arms conference. Attended by Oscar Lacombe, Sergeant-at-Arms. (See Ceremonial and Security Services on page 13 of this report.)

August 22 to 27, Commonwealth Parliamentary Association, Canadian Regional Council. Attended by Speaker David J. Carter; Robert Day, Executive Assistant to the Speaker; Hon. Ken Kowalski, Minister of Public Works, Supply and Services; Laurence Decore, Leader of the Liberal Party; William A. Roberts, Member for Edmonton-Centre; Bonnie Laing, Member for Calgary-Bow.

September 12 to 15, Council on Governmental Ethics Laws Conference. Attended by Derek Fox, Member for Vegreville.

September 14 to 22, 36th Commonwealth Parliamentary Association Conference. Attended by

Speaker David J. Carter and Ray Martin, Leader of the Official Opposition.

September 19 to 21, Canadian Ombudsman Conference. Attended by Yolande Gagnon, Member for Calgary-McKnight, and Thomas Sigurdson, Member for Edmonton-Belmont.

October 11 to 13, Biennial Conference of the Association of Parliamentary Librarians in Canada. Attended by D. Blake McDougall, ADM/Legislature Librarian, and Nancy H. DeJager, Technical Services Librarian.

November 4 to 6, Canadian Comprehensive Auditing Foundation conference. Attended by Barry Pashak, Member for Calgary-Forest Lawn; Alan W. Hyland, Member for Cypress-Redcliff; and Louise Kamuchik, Administrative Assistant to the Standing Committee on Legislative Offices.

November 16 to 18, Commonwealth Parliamentary Association, Canadian Regional Seminar. Attended by Speaker David J. Carter; Ty Lund, Member for Rocky Mountain House; and Alex McEachern, Member for Edmonton-Kingsway.

December 13 to 15, Pacific Northwest Legislative Leadership Forum. Attended by Speaker David J. Carter; Robert Day, Executive Assistant to the Speaker; Hon. James D. Horsman, Minister of Federal and Intergovernmental Affairs; and Stockwell B. Day, Member for Red Deer-North.

Summary of Budget Estimates by Account
Legislative Assembly Office

Code	Description	1990-91	1989-90
	Salaries, Wages & Employee Benefits		
711A00	Salaries - Permanent	$1,599,796	$1,522,435
711B00	Salaries - Nonpermanent	173,688	340,427
711C00	Wages	2,011,030	372,929
711D00	Contract Employees	1,741,526	1,682,962
711E00	Employer Contributions	568,403	499,346
711F00	Allowances & Benefits	48,995	25,470
Subtotal		**$6,163,438**	**$4,443,569**
	Supplies & Services		
712A00	Travel Expenses	1,401,310	1,333,872
712C00	Advertising	149,500	131,522
712D00	Insurance	4,000	2,500
712E00	Freight & Postage	563,807	522,916
712G00	Rental of Property, Equipment & Goods	770,637	557,280
712H00	Telephone & Communications	362,298	341,845
712J00	Repair & Maintenance of Equipment	127,296	225,323
712K00	Professional, Technical & Labour Services	2,665,649	3,682,413
712L00	Data Processing Services	68,975	66,975
712M00	Hosting	96,924	135,609
712N00	Other Purchased Services	38,650	9,213
712P00	Other Materials & Supplies	753,153	752,054
Subtotal		**$7,002,199**	**$7,761,522**
	Other Grants		
713X00	General	3,200	8,000
Subtotal		**$3,200**	**$8,000**
	Payments to Members of the Legislative Assembly		
715A00	Payments to MLAs	7,109,114	5,481,759
	Re-establishment Allowance	—	410,000
Subtotal		**$7,109,114**	**$5,891,759**
	Purchase of Fixed Assets		
724C00	Data Processing Equipment & Software	478,830	383,255
724D00	Purchase of Audiovisual Equipment	2,000	—
724F00	Office Equipment	69,000	19,400
Subtotal		**$549,830**	**$402,655**
Total		**$20,827,781**	**$18,507,505**

Printed on Recycled Paper

Public Education Materials

The Legislative Assembly Office has 15 fact sheets and three videos covering a variety of subjects related to the work of the Assembly. Titles are listed below.

Fact Sheets

1. How the Assembly Works
2. The Parliamentary System in Alberta
3. Putting Your Tax Dollars to Work
4. Making Alberta's Laws
5. You and Your MLA
6. The Legislative Assembly Office (LAO)
7. It's all in *Hansard*
8. Symbols and Traditions: The Emblems of Alberta
9. Two Styles of Governing: Provincial and State Legislatures
10. The Legislature Building
11. The Mace
12. The Speaker
13. Parliamentary Procedure
14. Executive Council
15. The Constituencies

Videos

1. *Your Legislative Assembly at Work*
2. *From Lip to Script: The Making of* Alberta Hansard
3. *The Legislature Building: Alberta's Story*

Complimentary copies of the fact sheets, video screenings, and tours of the Legislature Building, Government Centre Pedway, and Government House are available through:

Visitor Services
414 Legislature Building
Edmonton, Alberta
T5K 2B6
Telephone: (403) 427-7362